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Tim Keane  
Commissioner  
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**City of Atlanta**

**DPCD; Office of Buildings**

**Policy: *Third Party Residential [Concrete Pour] Construction Inspections***

- Upon scheduling an inspection. A period of 48 hours, or {2} business days, is then to be allowed for, in order for the City of Atlanta to perform the inspection, before the pouring of concrete (95% of inspection requests are met within 24 hours).
- Inspection requests must be submitted by 3 PM. If requested after 3 PM, the inspection will be scheduled as of the next business day.
- “*Third Party Inspections*”, can be used by **contractors**, for concrete footers, slabs, and walls. Per the above, and per the conditions below.
- **HOWEVER:** *Licensed, Residential Contractors* can use third party inspectors for concrete footers, slabs, and walls. And may proceed with the pouring of concrete (without having to wait the “48 hour” period). Per approval of a third party inspector, and per the conditions below.

**CONDITIONS**

- When such third party inspections are performed. A “follow-through”, concrete inspection then also has yet to be scheduled, and completed, by a City of Atlanta inspector, prior to the scheduling of the next required building inspection or inspections (i.e., foundation wall or framing).
- If the inspector finds violations, it shall be the contractor’s responsibility to make the required corrections. Some violation examples include, but are not limited to: concrete-encased electrode not installed per NEC 250.52; basement egress standards, as required by IRC 210.1; or, setback standards that are not (being) met, per the City of Atlanta Zoning Ordinance, or by approved plans.

- As well. When third party inspections are performed. A letter from the engineer that is performing the 3<sup>rd</sup> party inspection, must be submitted to the City of Atlanta inspector. Same letter is to contain the following information:

1. *Name of the company that performed the inspection; with said company's contact information also being contained within*
2. *Name of the person that performed the inspection; and the DATE of inspection*
3. *Address of property*
4. *Permit number*
5. *Type of inspection performed*
6. *A declaration as to whether inspection was performed before, or after, the work was covered*
7. *A statement regarding inspection methodology; or indicate how a determination was made that no violations were found of the work inspected (i.e., visual site inspection; x-ray; etc.)*
8. *A list of all the details and page numbers (from the approved plans) that were used to determine that the work inspected met the requirements of the code and approved plans*
9. *The pertinent engineer's stamp, and signature, on each page of the letter*
10. *AND. A separate engineering letter, is also required, per each inspection (footing, slab, foundation wall, etc.) performed by a third party inspector*

*Last Revised: 10/5/2015*